



## **Third Taxing District**

2 Second Street  
East Norwalk, CT 06855

Tel: (203) 866-9271

Fax: (203) 866-9856

Third Taxing District of the City of Norwalk

Commission Meeting

**Monday, February 12, 2018 at 7:00p.m.**

At the Third Taxing District Office, 2 Second Street, East Norwalk, CT

1. Public Comment – 15 Minute Limit
2. Minutes of Meeting –January 8, 2018 Regular Meeting – A/R (Pgs. 1-6)
3. Discussion/Analysis of Financial Statements/Key Performance Indicators (Pgs. 7-12)
4. Rowan Street Building Bids for Approval – A/R (Pgs. 13-40)
5. Final Review of Annual Meeting Packet and District Budget – A/R (Pgs. 41-53)
6. Annual Meeting Procedures (Pg. 54)
7. District Concerts (Pg. 55)
8. Adjourn

\*A/R – Action Required/See Attached Motion

Agenda backup material is available at the TTD office, [www.ttd.gov](http://www.ttd.gov) and will be available at the meeting.

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### *District Commissioners*

**David L. Brown** 203-866-8099  
**Debora Goldstein** 203-252-7214  
**Pamela Parkington** 203-858-4261

Chairman  
Commissioner  
Commissioner

**Kevin Barber** 203-866-9271  
**Ron Scofield** 203-866-9271  
**Johnnie Weldon** 203- 216-2652

General Manager  
Assistant General Manager  
Treasurer

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**THIRD TAXING DISTRICT**  
of the City of Norwalk  
Commission Meeting  
January 8, 2018

**ATTENDANCE:** Commissioners: David Brown, Chair; Debora Goldstein;  
Pamela Parkington; Treasurer: Johnnie Mae Weldon

**STAFF:** Kevin Barber, General Manager; Cynthia Tenney, Executive Asst.

**OTHERS:** Matt Allred (Bliss Allred & Co.)

**PUBLIC:** Peter Johnson

**CALL TO ORDER**

Commissioner Brown called the meeting to order at 7:00 p.m. A quorum was present.

**PUBLIC COMMENT**

No one from the public was in attendance to comment.

**DISCUSSION/ANALYSIS OF FINANCIAL STATEMENTS/KEY PERFORMANCE INDICATORS**

Mr. Allred reviewed the Financial Highlights and Footnotes with the Commission. Net Income was \$559,403, a decrease of 24% over last year. Net Income Before Rate Stabilization was \$430,801, an increase of 433% or \$560,032 over the previous year, which as (\$129,231).

Cash Balances continue to be in good shape. Operating Accounts are \$2,035,971, Construction WIP is \$29,681, Savings is \$515,737 and Capital Improvements Fund is \$987,755. The Outstanding Principal Balance with CMEEC continues to decrease and is currently at \$3,303,054.

KPIs – Mr. Allred reviewed the KPIs with the Commission. All items continue to be in line with the Industry Average.

PCA – The PCA still remains in over-collection.

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Mr. Allred presented a draft financial model to the Commission which would allow TTD to better forecast the CMEEC billable rate and the PCA. He explained how the model would work and showed the Commission different scenarios, i.e., what happens when you change the PCA or the CMEEC billable rate and the effect it will have on TTD's accounts.

Commissioner Goldstein asked when the model would be fully functional. Mr. Allred stated that it is about 95% complete and he will continue to work with it through year-end.

**\*\* COMMISSIONER GOLDSTEIN MOVED TO SUSPEND THE RULES AND CHANGE THE ORDER OF THE AGENDA AND BRING THE GENERAL MANAGER'S REPORT TO POSITION #3.**

**\*\* COMMISSIONER BROWN SECONDED.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

### GENERAL MANAGER'S REPORT

#### Audit Update

Mr. Barber said that he had added the audit to the agenda just to let the Commission know it was completed by the end of December and confirmed that the Commission received a copy of the audit.

Commissioner Parkington asked Mr. Allred why the audit had not been completed in October as originally predicted. He responded that the process was interrupted by the Sales Tax Audit.

Commissioner Parkington asked Mr. Allred his feelings about TTD's internal controls and procedures. Mr. Allred stated that the internal controls are very good at TTD and continue to get better over time.

Commissioner Brown asked if there were any other questions with regard to the audit, as he would like to have a special meeting with Mr. Allred to review the audit in more detail. Since no one else had any other questions, Commissioner Brown will meet separately with Messrs. Allred and Barber on this matter.

#### Cablevision Billing Issue

Mr. Barber began by reviewing the history of the Cablevision matter.

At this time, Commissioner Goldstein wanted to go on record that AT&T is not approaching TTD for the first time. AT&T is approaching TTD because they now want something from TTD. She had asked the former General Manager to approach AT&T before they sold off the assets to Frontier. The former GM had made numerous calls to AT&T and they never returned

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his calls. Mr. Barber said that he would like to clarify off-line that both he and Commission Goldstein are talking about the same thing - Pole Attachment Agreement.

Mr. Barber continued by reviewing the history of how the current Pole Attachment Agreement was developed and executed in 2015. At that time, TTD manually back-billed Cablevision to 2012 (prior 3 years) and then billed them yearly going forward in calendar years 2016 and 2017.

When AT&T reached out to TTD to discuss a Pole Attachment Agreement, Mr. Barber went back to the Agreement with Cablevision to see if it could be used to create an agreement for AT&T. When Mr. Barber asked staff about Cablevision's billing, he received information that they were billing Cablevision through the billing system (Cogsdale) on a semi-annually basis. In December 2014, the account was changed (for an unknown reason) to being billed on a monthly basis using the semi-annual billing rate. Mr. Barber determined that Cablevision was being billed both manually and through the Cogsdale billing system.

After further discussion on the Cablevision double billing matter and how to handle the error, Mr. Barber will reach out to Cablevision to discuss the matter and see what options can be worked out for reimbursing Cablevision, i.e., work off a credit on their account or issue a check in full for the overpayment.

There was discussion about the manual billings in the system. Commissioner Goldstein would like all of these billings identified and reviewed on a semi-annually basis. Mr. Allred stated that a Miscellaneous Bill Procedure should be written up and followed.

### MINUTES OF MEETING

#### December 4, 2017 Regular Meeting

**\*\* COMMISSIONER GOLDSTEIN MOVED TO APPROVE THE MINUTES OF DECEMBER 4, 2017 REGULAR MEETING.**

**\*\* COMMISSIONER BROWN SECONDED.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

Commissioner Brown confirmed with TTD staff if the two letters to Bruce Chimento advising him of the additions to the East Avenue Design Committee and the Walk Bridge Stakeholders/Design Committee were sent. This was confirmed.

#### December 18, 2017 Special Meeting

**\*\* COMMISSIONER BROWN MOVED TO APPROVE THE MINUTES OF DECEMBER 18, 2017 SPECIAL MEETING.**

**\*\* COMMISSIONER GOLDSTEIN SECONDED.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

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**\*\* COMMISSIONER GOLDSTEIN MOVED TO SUSPEND THE RULES AND ADD TWO AGENDA ITEMS FOR DISCUSSION ONLY: CONSTITUTION PARK AND DOT STATE TAKING AND MAYOR'S DESIGN ADVISORY COMMITTEE WALK BRIDGE.**

**\*\* COMMISSIONER BROWN SECONDED.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

### **CONSTITUTION PARK AND DOT STATE TAKINGS**

Commissioner Goldstein asked Mr. Barber to confirm if he was able to contact the State for a new list of property takings for the Walk Bridge project. Mr. Barber replied that he was able to obtain a new list and confirmed that Constitution Park is NOT on the list.

### **MAYOR'S DESIGN ADVISORY COMMITTEE WALK BRIDGE**

Commissioner Goldstein confirmed with the Commission that they had received her email of December 18, 2017 which was a summary of the meeting she had recently attended.

Commissioner Goldstein's report is as follows:

Just a brief summary of what transpired at the Mayor's Walk Bridge Design Advisory Committee last week. The DOT engineer's objective for the meeting was to get consensus on two elements of the high tower design, to narrow the scope of design choices going forward.

It was either "chorded" which is straight on one side and narrows from bottom to top on the other or "straight" in which both sides run parallel to the top. And the machine room could be one level or two.

There were a lot of discussions about what the top of the high towers might look like, but the "prison guardhouse" look seen in the newspaper was discarded.

Ultimately the group decided that the straight design was preferable because it permits the stairways and the elevator works to be inside. And I believe they were okay with the two story design, given that more graceful architectural elements are being examined for the top, and for the latticework up the side.

Engineers also ruled out any other sort of latticework configuration on the horizontal span or the approaches, due to weight and structural support considerations (and also clearance in the right of way).

The one thing I am concerned about is that this committee appears to be making no effort to solicit outside feedback from the public at all, preferring to narrow the choices before presenting to the public.

The DOT has committed (subject to Metro North's rules) to allowing an infinite color palette choice for the color(s) the bridge can be painted and for digital lighting displays on the bridge.

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I am not sure East Norwalk will want another light display in our skyline at night on top of the digital signage that will be on the mall and the outdoor lighting for the commercial activities in Vets Park. Am wondering if it's worthwhile to have a discussion at a meeting to find a way to solicit feedback.

Next meeting tentatively scheduled for January 23rd 9:30am-11am.

Debora Goldstein  
Commissioner

Commissioner Goldstein explained the information in the report and discussion took place about the report and the design that was presented at the meeting. She would like to reach out to the East Norwalk community for their opinion/view about the lights they would like to put on the bridge. This could be done through the newsletter or a small survey.

### **INITIAL DISCUSSION OF ANNUAL MEETING PROCEDURES**

Ms. Tenney, on behalf of Mr. Scofield, asked the Commission if there were any procedures they would like to see added or modified for the upcoming Annual Meeting.

The following suggestions were made:

- Shorten the General Manager's report.
- Re-adjust the projection screens so that both the audience and Commission can easily see.
- Add a public session to the agenda. Possible title: "What's On Your Mind?" This would be an open session prior to adjournment for a maximum of 30 minutes. Any person speaking would have a maximum of 3 minutes/person to state their question and/or comment. Allowable topics would be listed on the packets. The Commission would reply to the questions/comments on an individual basis.
- Is there any other way to do the voting instead of holding up a card?
- Same microphone for Commissioner Brown as last year.

These suggestions will be taken back to Mr. Scofield and considered/initiated for the upcoming Annual Meeting.

More information about the Annual Meeting agenda and packet will be discussed at the next Commission meeting on January 29, 2018.

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### PROJECT SUMMARY

Mr. Barber reviewed the Project Summary with the Commission as follows:

- Chevy Bolt – The lease on the new Chevy Bolt came in less expensive than originally stated.
- Cost of Service/Rate Study for the security lights. Mr. Barber is going to see where this stands and whether or not an actual study was conducted and if so, what the results were, and if it was implemented.
- 18 Rowan Street Storage Facility – Gil & Gil is currently developing the bid packages which will be going out in the very near future.
- Norden Generators – The generators passed all testing performed – both Nox stack testing and a spot audit from CT DEEP.
- SCADA – Complete.
- Verizon Small Cell – A Master Lease Agreement has been finalized by the CMEEC attorney and Verizon. Other MEU's have executed the agreement with Verizon. An attachment rate is being developed that is in line with the industry.
- Commercial Lighting Retrofits – No customers have moved forward with any lighting retrofits.

### ADJOURNMENT

**\*\* COMMISSIONER PARKINGTON MOVED TO ADJOURN.**

**\*\* COMMISSIONER BROWN SECONDED.**

**\*\* 2 ACCEPTED; 1 OPPOSED.**

**\*\* THE MOTION PASSED 2 TO 1.**

The meeting adjourned at 9:50 p.m.

Respectfully submitted,

Cynthia Tenney  
Executive Assistant  
Third Taxing District

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January 8, 2018

**Third Taxing District  
Financial Highlights  
Jul-Dec 2017 vs. Jul-Dec 2016**

	Jul-Dec 2017	July-Dec 2016	\$ Change	% Change
Total Income	4,882,941	5,178,756	-295,815	-5.71%
Total Expense	4,922,131	5,539,547	-617,416	-11.15%
Net Ordinary Income	(39,190)	(360,791)	321,601	89%
Other Income	836,015	215,250	620,765	288%
Other Expense	144	36,126	(35,982)	-100%
Net Income before Rate Stabilization	796,682	(181,667)	978,348	539%
Rate Stabilization	125,787	1,002,018	-876,231	-87%
Net Income	922,469	820,352	102,117	12%

**CASH BALANCES FY 2017**

**ACCTS**

	Dec-17
Operating Accounts	2,119,256
Construction WIP	29,688
Savings	516,066
Capital Improvements Fund	1,367,630

**TTD Outstanding Principal Balance with CMEEC**

Balance as of July 1, 2016	4,345,583
Current Balance	3,303,054
Current Fiscal Year Capital Additions to date	375,858

**Power Supply**

	Current Fiscal Year-to-Date	Last Fiscal Year-to-Date	\$ Change	% Change
Energy Cost	\$ 2,902,414	\$ 3,469,397	\$(566,983)	-16%
Budget Energy Cost	\$ 2,670,221	\$ 3,295,927	\$(625,706)	-19%
Energy Cost Cents/KWH	9.100	10.850	\$ (1.75)	-16%

**Third Taxing District**  
**Profit & Loss Prev Year Comparison**  
**December 2017**

	Dec 17	Dec 16	\$ Change	% Change
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
443-00 · Cervalis Data Center Revenues	19,892.89	19,482.69	410.20	2.11%
440-00 · Residential Sales	320,490.85	310,173.59	10,317.26	3.33%
442-01 · Large Commercial Sales	84,104.12	93,409.18	-9,305.06	-9.96%
442-02 · Small Commercial Sales	195,765.74	194,260.23	1,505.51	0.78%
445-01 · Water Pollutn Contrl Plnt Sales	81,068.88	86,386.29	-5,317.41	-6.16%
445-02 · Flat Rate	8,507.04	8,655.54	-148.50	-1.72%
451-00 · Miscellaneous Service Revenue	-105.71	-40.08	-65.63	-163.75%
557-00 · Purchased Power Adjustment	100,235.53	118,091.06	-17,855.53	-15.12%
<b>Total Income</b>	<b>809,959.34</b>	<b>830,418.50</b>	<b>-20,459.16</b>	<b>-2.46%</b>
<b>Cost of Goods Sold</b>				
555-00 · Electrical Power Purchased	531,788.35	563,687.21	-31,898.86	-5.66%
<b>Total COGS</b>	<b>531,788.35</b>	<b>563,687.21</b>	<b>-31,898.86</b>	<b>-5.66%</b>
<b>Gross Profit</b>	<b>278,170.99</b>	<b>266,731.29</b>	<b>11,439.70</b>	<b>4.29%</b>
<b>Expense</b>				
904-00 · Substation	16,909.40	13,927.42	2,981.98	21.41%
403-00 · Depreciation Expense	64,676.80	64,676.80	0.00	0.0%
408-00 · Taxes	1,001.31	1,992.22	-990.91	-49.74%
540-00 · Other Power Generation Expense	10,007.16	25,368.76	-15,361.60	-60.55%
580-00 · Distribution Expenses	15,667.08	17,501.61	-1,834.53	-10.48%
590-00 · Maintenance Expenses	46,662.66	47,003.86	-341.20	-0.73%
900-00 · Customer Accounts & Service	36,752.65	21,643.87	15,108.78	69.81%
920-00 · Administrative Expenses	121,632.24	147,039.03	-25,406.79	-17.28%
<b>Total Expense</b>	<b>313,309.30</b>	<b>339,153.57</b>	<b>-25,844.27</b>	<b>-7.62%</b>
<b>Net Ordinary Income</b>	<b>-35,138.31</b>	<b>-72,422.28</b>	<b>37,283.97</b>	<b>51.48%</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
418-00 · Dividends	22,363.00	10,585.65	11,777.35	111.26%
419-00 · Interest Income	580.00	566.84	13.16	2.32%
420-00 · Gain/(Loss) on Investments	630.00	-2,797.58	3,427.58	122.52%
421-00 · Norden Project Income	44,040.00	21,352.36	22,687.64	106.25%
423-00 · Gain/(Loss) from Sale of FA	1,886.90	418.20	1,468.70	351.2%
424-00 · Energy Conservation Fund Income	10,899.83	9,679.00	1,220.83	12.61%
451-00 · Miscellaneous Income	356,882.00	0.00	356,882.00	100.0%
<b>Total Other Income</b>	<b>437,281.73</b>	<b>39,804.47</b>	<b>397,477.26</b>	<b>998.57%</b>
<b>Net Other Income</b>	<b>437,281.73</b>	<b>39,804.47</b>	<b>397,477.26</b>	<b>998.57%</b>
<b>Net Income before rate stabilization</b>	<b>402,143.42</b>	<b>-32,617.81</b>	<b>434,761.23</b>	<b>1,332.9%</b>
<b>Rate Stabilization</b>	<b>27,276.97</b>	<b>139,872.28</b>	<b>-112,595.31</b>	<b>-80.5%</b>
<b>Net Income</b>	<b>429,420.39</b>	<b>107,254.47</b>	<b>322,165.92</b>	<b>300.38%</b>

Preliminary Unaudited - Internal Use Only - Modified Cash Basis

**Third Taxing District**  
**Profit & Loss Prev Year Comparison**  
**July through December 2017**

	Jul - Dec 17	Jul - Dec 16	\$ Change	% Change	
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
443-00 · Cervalis Data Center Revenues	107,002.74	98,099.41	8,903.33	9.08%	
440-00 · Residential Sales	1,816,980.51	1,924,753.33	-107,772.82	-5.6%	
442-01 · Large Commercial Sales	486,260.83	484,455.23	1,805.60	0.37%	
442-02 · Small Commercial Sales	1,297,829.32	1,362,400.02	-64,570.70	-4.74%	
445-01 · Water Pollutn Contrl Plnt Sales	476,530.95	483,421.12	-6,890.17	-1.43%	
445-02 · Flat Rate	45,450.67	46,074.93	-624.26	-1.36%	
451-00 · Miscellaneous Service Revenue	51,353.47	19,276.39	32,077.08	166.41%	
557-00 · Purchased Power Adjustment	601,532.54	760,275.21	-158,742.67	-20.88%	
<b>Total Income</b>	<b>4,882,941.03</b>	<b>5,178,755.64</b>	<b>-295,814.61</b>	<b>-5.71%</b>	
<b>Cost of Goods Sold</b>					
555-00 · Electrical Power Purchased	2,902,413.71	3,469,396.68	-566,982.97	-16.34%	
<b>Total COGS</b>	<b>2,902,413.71</b>	<b>3,469,396.68</b>	<b>-566,982.97</b>	<b>-16.34%</b>	
<b>Gross Profit</b>	<b>1,980,527.32</b>	<b>1,709,358.96</b>	<b>271,168.36</b>	<b>15.86%</b>	
<b>Expense</b>					
904-00 · Substation	85,152.65	72,779.00	12,373.65	17.0%	Footnote 1
403-00 · Depreciation Expense	388,060.80	388,060.80	0.00	0.0%	
408-00 · Taxes	114,910.77	106,231.85	8,678.92	8.17%	
540-00 · Other Power Generation Expense	56,172.42	67,285.32	-11,112.90	-16.52%	Footnote 2
580-00 · Distribution Expenses	71,659.10	94,620.32	-22,961.22	-24.27%	Footnote 3
590-00 · Maintenance Expenses	276,265.79	266,692.34	9,573.45	3.59%	Footnote 4
900-00 · Customer Accounts & Service	162,279.26	126,881.42	35,397.84	27.9%	Footnote 5
920-00 · Administrative Expenses	865,216.07	947,598.93	-82,382.86	-8.69%	Footnote 6
<b>Total Expense</b>	<b>2,019,716.86</b>	<b>2,070,149.98</b>	<b>-50,433.12</b>	<b>-2.44%</b>	
<b>Net Ordinary Income</b>	<b>-39,189.54</b>	<b>-360,791.02</b>	<b>321,601.48</b>	<b>89.14%</b>	
<b>Other Income/Expense</b>					
<b>Other Income</b>					
418-00 · Dividends	30,432.09	17,328.25	13,103.84	75.62%	
419-00 · Interest Income	3,418.56	3,830.33	-411.77	-10.75%	
420-00 · Gain/(Loss) on Investments	14,893.21	18,428.39	-3,535.18	-19.18%	
421-00 · Norden Project Income	272,628.12	160,810.93	111,817.19	69.53%	
423-00 · Gain/(Loss) from Sale of FA	2,404.27	4,598.95	-2,194.68	-47.72%	
424-00 · Energy Conservation Fund Income	14,336.51	10,252.98	4,083.53	39.83%	
425-00 · Miscellaneous Income	497,902.50	0.00	497,902.50	100.0%	Footnote 7
<b>Total Other Income</b>	<b>836,015.26</b>	<b>215,249.83</b>	<b>620,765.43</b>	<b>288.39%</b>	
<b>Other Expense</b>					
426-30 · PERSON TO PERSON	0.00	20,000.00	-20,000.00	-100.0%	
942-00 · Interest Expense	0.00	140.09	-140.09	-100.0%	
990-00 · Miscellaneous items	144.29	15,985.41	-15,841.12	-99.1%	Footnote 8
<b>Total Other Expense</b>	<b>144.29</b>	<b>36,125.50</b>	<b>-35,981.21</b>	<b>-99.6%</b>	
<b>Net Other Income</b>	<b>835,870.97</b>	<b>179,124.33</b>	<b>656,746.64</b>	<b>366.64%</b>	
<b>Net Income before rate stabilization</b>	<b>796,681.43</b>	<b>-181,666.69</b>	<b>978,348.12</b>	<b>538.54%</b>	
<b>Rate Stabilization</b>	<b>125,787.22</b>	<b>1,002,018.42</b>	<b>-876,231.20</b>	<b>-87.45%</b>	
<b>Net Income</b>	<b>922,468.65</b>	<b>820,351.73</b>	<b>102,116.92</b>	<b>12.45%</b>	

Preliminary Unaudited - Internal Use Only - Modified Cash Basis

Third Taxing District  
Profit & Loss Statement  
Explanation of Major Variances  
Jul-Dec 2017 vs. Jul-Dec 2016

1. The increase in substation expense of \$9K is due mainly to an increase in call time as well as substation supplies. Note: All call time in relation to substation is now reported under this expense correctly as some was reported under distribution in the prior year.
2. The \$11K decrease in Other Power Generation Expense is due to a decrease in expenses with HO Penn and Miratech with respect to the prior year.
3. The \$22K decrease in Distribution expense is due to a bill for \$17K in the prior year for the transformer for the Vets Park Ice Rink. Note: This amount was reimbursed to TTD in miscellaneous revenues in the prior year. Furthermore, the decrease is attributable to a license fee of \$5K with MPower for GIS mapping versus \$9K in the prior year.
4. The \$9K increase in Maintenance Expenses is due to an increase in supplies expense over the prior year as well as a audit that was performed by Utility Services Inc.
5. The \$35K increase in Customer Accounts and services is due mainly to a reclass of wages in the current year for Kristen Malone. Kristen's wages were listed under the administrative category in the prior year and have been moved to customer accounts to remain consistent with our current year budget.
6. Administrative expenses decreased approximately \$82K due to the reclass of wages noted above in Footnote 2 as well as notable decreases in seminars and trainings, and company truck expense as we no longer are leasing the Bucket Truck with Altec. Furthermore attributing to the decrease is that Jim Smith's wages were not present during the part of the year and Ron Scofield was receiving a stipend.
7. This amount represents the year-to-date equity distributions from CMEEC.
8. The prior year amount of \$15K is representative of the balance written off as an incentive for Cervalis to prepay their entire loan amount off.

**THIRD TAXING DISTRICT**  
**KEY PERFORMANCE INDICATORS (KPI'S)**

			2017	Dec 2016	Industry Average (Bandwidth)
1)	<b>OPERATING RATIO</b>	TOTAL OPERATING EXPENSE / TOTAL OPERATING REVENUE	100.80%	106.97%	95-105%
2)	<b>POWER SUPPLY EXPENSE RATIO</b>	TOTAL POWER SUPPLY EXPENSES / TOTAL EXPENSES	59%	63%	65% - 70%
3)	<b>OUTSTANDING RECEIVABLES</b>	TOTAL DOLLAR AMOUNT OF CUSTOMER RECEIVABLES OVER 90 DAYS	\$36,440	\$44,843	
4)	<b>ACTUAL RATE OF RETURN ON RATE BASE</b>	AUTHORIZED BY STATE STATUTE	7.6%	6.8%	Varies by state
5)	<b>ELECTRIC CUSTOMERS PER EMPLOYEE</b>	TOTAL ELECTRIC CUSTOMERS / TOTAL FULL TIME EMPLOYEES	384	383	200 - 500
6)	<b>ENERGY LOSS %</b>	TOTAL ENERGY LOSSES/TOTAL SOURCES OF ENERGY	3.52%	3.81%	2.5% - 6%
7)	<b>SYSTEM LOAD FACTOR</b>	TOTAL KWH SALES + TOTAL kwh ENERGY LOSSES/8760/ HIGHEST HOURLY PEAK DEMAND	54.8%	55.70%	50% - 65%

East Norwalk - PCA Calculation  
Power Cost Adjustment Calculation  
6 Month Rolling Average (starting January 2012)

		2016 December	2017 January	2017 February	2017 March	2017 April	2017 May	2017 June	2017 July	2017 August	2017 September	2017 October	2017 November	2017 December	
Total Energy		kWh													
h	Grand Total Purchased Power Costs	\$	\$ 563,687	\$ 563,194	\$ 487,869	\$ 489,912	\$ 384,726	\$ 397,585	\$ 480,602	\$ 569,395	\$ 523,941	\$ 449,363	\$ 399,796	\$ 428,131	\$ 531,788
i	(Sum of current and previous 5 months)	\$	3,469,397	3,332,437	3,101,735	3,047,931	2,972,371	2,886,973	2,803,888	2,810,089	2,846,161	2,805,612	2,820,682	2,851,228	2,902,414
j	kWh's Purchased	kWh													
l	Total Purchased Power kWh Units	kWh	4,809,142	5,732,210	5,199,650	4,628,845	4,204,693	4,427,132	5,332,932	6,378,800	5,874,790	5,009,653	4,463,617	4,347,256	4,809,142
m	(Sum of current and previous 5 months)	kWh	31,592,489	30,791,548	29,692,716	29,026,375	28,921,796	29,001,672	29,525,462	30,172,052	30,847,192	31,228,000	31,486,924	31,407,048	30,883,258
n	Power Supply Costs @ Retail	\$	0.1160	0.1143	0.1103	0.1109	0.1085	0.1051	0.1003	0.0984	0.0974	0.0949	0.0946	0.0959	0.0992
o	Base Fuel Cost	\$	0.0958	0.0958	0.0958	0.0958	0.0958	0.0958	0.0958	0.0958	0.0958	0.0958	0.0958	0.0958	0.0958
p	Loss Factor	%	5.6%	5.6%	5.6%	5.6%	5.6%	5.6%	5.6%	5.6%	5.6%	5.6%	5.6%	5.6%	5.6%
q	Calculated PCA	\$	0.0202	0.0185	0.0145	0.0151	0.0127	0.0093	0.0045	0.0026	0.0016	(0.0009)	(0.0012)	0.0001	0.0034
r	Actual PCA Implemented	\$	\$ 0.0270	\$ 0.0250	\$ 0.0250	\$ 0.0250	\$ 0.0230	\$ 0.0230	\$ 0.0230	\$ 0.0230	\$ 0.0230	\$ 0.0230	\$ 0.0230	\$ 0.0230	\$ 0.0230
s	Total System Retail Sales (kWh's)	kWh	4,618,003	5,796,522	5,028,127	4,489,846	5,076,518	3,621,793	4,737,321	6,215,088	5,115,275	5,446,535	4,473,296	4,316,930	4,558,741
t	Base PCA Revenue	\$	442,405	555,307	481,695	430,127	486,330	346,968	453,835	595,405	490,043	521,778	428,542	413,562	436,727
u	Fuel Factor Revenue	\$	124,686	144,913	125,703	112,246	116,760	83,301	108,958	142,947	117,651	125,270	102,886	99,289	104,851
v	Total Revenues through PCA	\$	567,091	700,220	607,398	542,373	603,090	430,269	562,794	738,352	607,695	647,048	531,428	512,851	541,578
w	Difference of Collection vs Expense	\$	\$ 610,015	\$ 747,041	\$ 866,569	\$ 919,030	\$ 1,137,395	\$ 1,170,079	\$ 1,252,270	\$ 1,421,228	\$ 1,504,982	\$ 1,702,667	\$ 1,834,299	\$ 1,919,019	\$ 1,928,810

# GILL & GILL

ARCHITECTS, L.L.C.  
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## BIDS SUMMARY

1-Feb-18

### Third Taxing District Electric Department

New Warehouse Building

18 Rowan Street, Norwalk, CT 06855

Order	Firm	1	2	3	4	5	6	Base Bid	Add Alternate	Total
1	Diversity Construction Group	\$ 18,000	\$ 48,000	\$ 100,000	\$ 552,000	\$ 128,000	\$ 181,000	\$ 1,027,000	\$ 30,000	\$ 1,057,000
2	Maggiore Construction, Inc.	\$ 38,640	\$ 25,700	\$ 141,170	\$ 395,225	\$ 308,874	\$ 235,345	\$ 1,144,954	\$ 34,500	\$ 1,179,454
3	A.V. Tuchy Builders	\$ 76,130	\$ 80,120	\$ 129,840	\$ 552,180	\$ 167,180	\$ 221,860	\$ 1,227,310	\$ 53,800	\$ 1,281,110
4	FGB Construction Company	\$ 101,495	\$ 92,965	\$ 136,442	\$ 654,196	\$ 192,576	\$ 261,596	\$ 1,439,270	\$ 52,030	\$ 1,491,300

- 1 Civil and site utilities including water management system
- 2 Site work including driveways, fencing, gates and landscaping
- 3 Foundation, slab and ramps
- 4 Building shell, structural framing and mezzanine including steel walls, masonry base, exterior doors, skylight and roof
- 5 Building interior components including walls, toilet partitions, doors, stairs, ceilings, other finishes and accessories
- 6 Building Fire Protection, Plumbing, Electrical and Mechanical

Low Bid in each category

BID FORM

1. Submit bids in compliance with Instructions to Bidders. Fill in blanks. The Owner reserves the right to reject incomplete Bid Forms.
2. This Bidding document is not part of the Contract Documents, unless specifically referenced in the Owner/Contractor Agreement.
3. Project Name: New Warehouse Building for  
Third Taxing District  
18 Rowan Street  
Norwalk, CT 06855
4. Project Owner: Third District Taxing Electric Department  
2 Second Street  
Norwalk, CT 06855
5. The Bidder proposes to perform all of the Work required by the Contract Documents for the amount of: (Fill in amount in words and numbers.) The undersigned, having familiarized (himself, itself, themselves) with the existing conditions on the Project Site affecting the cost of the work, and with the Contract Documents, hereby proposes to furnish all supervision, technical personnel, labor, materials, equipment, tools, appurtenances, services, (including utility and transportation services required to perform and complete this Contract), all in accordance with the Contract Documents for the total fixed sum (BASE BID) specified in the schedule of prices which follows, increased or decreased in a manner as provided for in the contract:

BID PRICES:

Item 1 Civil and site utilities including water management system.

Eighteen thousand Dollars (\$ 18,000)

Item 2 Site work including driveways, walkways, fencing, gates and landscaping.

Forty eight thousand Dollars (\$ 48,000)

Item 3 Building foundation, slab and ramps.

one hundred thousand Dollars (\$ 100,000)

Item 4 Building shell, structural framing and mezzanine including steel walls, masonry base, exterior doors, skylights and roof.

five hundred & fifty two thousand Dollars (\$ 552,000)

Item 5 Building interior components including walls, toilet partitions, doors, stairs, ceilings, other finishes and accessories.

One hundred & twenty eight thousand Dollars (\$ 128,000)

Item 6 Building Fire Protection, Plumbing, Electrical and Mechanical.

One hundred & eighty one thousand Dollars (\$ 181,000)

NEW WAREHOUSE BUILDING  
Third Taxing District

**BID PRICE:**

One million + Twenty Seven Thousand —Dollars (\$1,027,000)  
Total sum of all 6 items listed above to include all general conditions, overhead and profit.

Approximate number of consecutive calendar days to complete work.

One hundred + eighty Days (180)

**ADD ALTERNATE BID:** All work required to provide a complete and operational sprinkler system and associated fire alarm system per NFPA 13, NFPA 13R, NFPA 72 and Connecticut Building Code.

Thirty Thousand Dollars (\$30,000)

6. Bid Security in the amount indicated below is attached to this Bid Form:

\$ 55,300 —

7. Liquidated Damages: The Bidder agrees to have liquidated damages penalties assessed at the rate of **\$250.00 per day** deducted from this Final Payment for each day Substantial Completion is delayed beyond the Proposed Date of Substantial Completion indicated below for reasons with his control.

8. Time: The Bidder proposes the following dates (Fill in):

a. Proposed Starting Date: 3/1/2018  
b. Proposed Date of Substantial Completion: 8/30/2018

**Work shall be completed before the end of August 2018.**

9. By submitting this Bid Form, the Bidder certifies that Bidder has visited the project site, is aware of existing conditions which affect the work, and has reviewed the Contract Documents, including the following Addenda:

Addendum Number 1 Date 01/19/2018

Addendum Number 2 Date 01/25/2018

Addendum Number \_\_\_\_\_ Date \_\_\_\_\_

10. Bid Qualifications: Submit bid qualifications and reasons for qualifications with this Bid Form on separate sheet of Bidders' Letterhead. Include impact of bid qualifications on time, cost or quality. Bid qualifications may include: Cash flow requirements, assumptions for access to the work, assumptions for staging the work, assumptions for protecting existing and abutting work,

NEW WAREHOUSE BUILDING  
Third Taxing District

proposed modifications to General and Supplementary Conditions, proposed modifications to drawings and specifications.

11. Signed and sealed (Enter date, Bidder's signature and legal business address.)

Bidder Name: James A. Keaney, Jr.

Company Name: Diversity Construction Group, LLC

Address: 531 Cortland Circle, Cheshire, CT 06410

Signature:  Title: President

Social Security Number or Employer Identification Number 45-3480964

12. Bidders' Project Manager to be assigned to the Project (name):

Michael Daigle (may change)

13. Bidders' List of Proposed Major Subcontractors (list):

Trade	Contractor
<u>Site Concrete</u>	<u>CT Paving</u>
<u>Electrical</u>	<u>PJK</u>
<u>HVAC</u>	<u>VCM Mechanical</u>
<u>Plumber</u>	<u>EMS</u>
<u>Erection</u>	<u>ASE</u>
<u>Masonry</u>	<u>East Construction</u>

END OF DOCUMENT

# THE AMERICAN INSTITUTE OF ARCHITECTS



AIA Document A310

## Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we **Diversity Construction Group, LLC**  
531 Cortland Circle, Cheshire, Connecticut 06410 (Here insert full name and address or legal title of Contractor)

as Principal, hereinafter called the Principal, and **Travelers Casualty and Surety Company of America**  
Construction Services, One Tower Square, Hartford, CT 06183 (Here insert full name and address or legal title of Surety)

a corporation duly organized under the laws of the State of **Connecticut**  
as Surety, hereinafter called the Surety, are held and firmly bound unto (Here insert full name and address or legal title of Owner)

**Third Taxing District, Electric Department of Norwalk**  
2 2nd Street, Norwalk, Connecticut 06855

as Obligor, hereinafter called the Obligor, in the sum of **Five Percent of Bid Amount**

Dollars (\$ **5%** of bid ),

for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for (Here insert full name, address and description of project)

**New Warehouse Building for Third Taxing District**

NOW, THEREFORE, if the Obligor shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligor in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligor the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligor may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this **31st** day of **January**, 2018.

(Witness)

(Witness)

**Diversity Construction Group, LLC**  
(Principal) (Seal)  
  
(Title)

**Travelers Casualty and Surety Company of America**  
(Surety) (Seal)  
  
(Title)  
**Chanel Clancy, Attorney in Fact**



## POWER OF ATTORNEY

Farmington Casualty Company  
 Fidelity and Guaranty Insurance Company  
 Fidelity and Guaranty Insurance Underwriters, Inc.  
 St. Paul Fire and Marine Insurance Company  
 St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company  
 Travelers Casualty and Surety Company  
 Travelers Casualty and Surety Company of America  
 United States Fidelity and Guaranty Company

Attorney-In Fact No. 232737

Certificate No. 007423302

KNOW ALL MEN BY THESE PRESENTS: That Farmington Casualty Company, St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company are corporations duly organized under the laws of the State of Connecticut, that Fidelity and Guaranty Insurance Company is a corporation duly organized under the laws of the State of Iowa, and that Fidelity and Guaranty Insurance Underwriters, Inc., is a corporation duly organized under the laws of the State of Wisconsin (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint

John F. Byrnes, Thomas P. Stoto, Kevin M. Spellacy, Julie Spencer, Stephen C. Case, Cathy A. Meehan, Thomas A. Gasho, Linda Verselli, and Chanel Clancy

of the City of Hartford, State of Connecticut, their true and lawful Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed and their corporate seals to be hereto affixed, this 26th day of October, 2017.

Farmington Casualty Company  
 Fidelity and Guaranty Insurance Company  
 Fidelity and Guaranty Insurance Underwriters, Inc.  
 St. Paul Fire and Marine Insurance Company  
 St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company  
 Travelers Casualty and Surety Company  
 Travelers Casualty and Surety Company of America  
 United States Fidelity and Guaranty Company



State of Connecticut  
 City of Hartford ss.

By: Robert L. Raney

Robert L. Raney, Senior Vice President

On this the 26th day of October, 2017, before me personally appeared Robert L. Raney, who acknowledged himself to be the Senior Vice President of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

In Witness Whereof, I hereunto set my hand and official seal.  
 My Commission expires the 30th day of June, 2021.



Marie C. Tetreault  
 Marie C. Tetreault, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, which resolutions are now in full force and effect, reading as follows:

**RESOLVED**, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

**FURTHER RESOLVED**, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

**FURTHER RESOLVED**, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

**FURTHER RESOLVED**, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, Kevin E. Hughes, the undersigned, Assistant Secretary, of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 31st day of January, 20 18.

  
Kevin E. Hughes, Assistant Secretary



To verify the authenticity of this Power of Attorney, call 1-800-421-3880 or contact us at [www.travelersbond.com](http://www.travelersbond.com). Please refer to the Attorney-In-Fact number, the above-named individuals and the details of the bond to which the power is attached.

BID FORM

1. Submit bids in compliance with Instructions to Bidders. Fill in blanks. The Owner reserves the right to reject incomplete Bid Forms.
2. This Bidding document is not part of the Contract Documents, unless specifically referenced in the Owner/Contractor Agreement.
3. Project Name: New Warehouse Building for  
Third Taxing District  
18 Rowan Street  
Norwalk, CT 06855
4. Project Owner: Third District Taxing Electric Department  
2 Second Street  
Norwalk, CT 06855
5. The Bidder proposes to perform all of the Work required by the Contract Documents for the amount of: (Fill in amount in words and numbers.) The undersigned, having familiarized (himself, itself, themselves) with the existing conditions on the Project Site affecting the cost of the work, and with the Contract Documents, hereby proposes to furnish all supervision, technical personnel, labor, materials, equipment, tools, appurtenances, services, (including utility and transportation services required to perform and complete this Contract), all in accordance with the Contract Documents for the total fixed sum (BASE BID) specified in the schedule of prices which follows, increased or decreased in a manner as provided for in the contract:

BID PRICES:

Item 1 Civil and site utilities including water management system.

thirty eight thousand six hundred forty —Dollars (\$38,640)

Item 2 Site work including driveways, walkways, fencing, gates and landscaping.

twenty five thousand seven hundred —Dollars (\$25,700)

Item 3 Building foundation, slab and ramps.

one hundred forty one thousand one hundred seventy Dollars (\$141,170)

Item 4 Building shell, structural framing and mezzanine including steel walls, masonry base, exterior doors, skylights and roof.

three hundred ninety five thousand two hundred twenty <sup>five</sup> Dollars (\$395,225)

Item 5 Building interior components including walls, toilet partitions, doors, stairs, ceilings, other finishes and accessories.

three hundred eight thousand eight hundred seventy <sup>four</sup> Dollars (\$308,874)

Item 6 Building Fire Protection, Plumbing, Electrical and Mechanical.

two hundred thirty five thousand three hundred forty <sup>five</sup> Dollars (\$235,345)

NEW WAREHOUSE BUILDING  
Third Taxing District

BID PRICE:

one million one hundred forty four thousand nine hundred <sup>fifty four</sup> Dollars (\$1,144,954)  
Total sum of all 6 items listed above to include all general conditions, overhead and profit.

Approximate number of consecutive calendar days to complete work.

one hundred eighty -Days ( 180 )

ADD ALTERNATE BID: All work required to provide a complete and operational sprinkler system and associated fire alarm system per NFPA 13, NFPA 13R, NFPA 72 and Connecticut Building Code.

thirty four thousand five hundred -Dollars (\$ 34,500 )

6. Bid Security in the amount indicated below is attached to this Bid Form:

\$ 590

7. Liquidated Damages: The Bidder agrees to have liquidated damages penalties assessed at the rate of **\$250.00 per day** deducted from this Final Payment for each day Substantial Completion is delayed beyond the Proposed Date of Substantial Completion indicated below for reasons with his control.

8. Time: The Bidder proposes the following dates (Fill in):

a. Proposed Starting Date: March 1, 2018

b. Proposed Date of Substantial Completion: August 31, 2018

**Work shall be completed before the end of August 2018.**

9. By submitting this Bid Form, the Bidder certifies that Bidder has visited the project site, is aware of existing conditions which affect the work, and has reviewed the Contract Documents, including the following Addenda:

Addendum Number 1 Date 1-19-18

Addendum Number 2 Date 1-25-18

Addendum Number \_\_\_\_\_ Date \_\_\_\_\_

10. Bid Qualifications: Submit bid qualifications and reasons for qualifications with this Bid Form on separate sheet of Bidders' Letterhead. Include impact of bid qualifications on time, cost or quality. Bid qualifications may include: Cash flow requirements, assumptions for access to the work, assumptions for staging the work, assumptions for protecting existing and abutting work,

NEW WAREHOUSE BUILDING  
Third Taxing District

proposed modifications to General and Supplementary Conditions, proposed modifications to drawings and specifications.

11. Signed and sealed (Enter date, Bidder's signature and legal business address.)

Bidder Name: Anthony Maggiore

Company Name: Maggiore Construction, Inc.

Address: 5 Eversley Ave., Norwalk, CT 06851

Signature:  Title: President

Social Security Number or Employer Identification Number 06-1014806

12. Bidders' Project Manager to be assigned to the Project (name):

Anthony Maggiore

13. Bidders' List of Proposed Major Subcontractors (list):

Trade	Contractor
<u>Excavation</u>	<u>Katchko and Sons</u>
<u>HVAC</u>	<u>Brian Karwosky's Heating &amp; Air Conditioning</u>
<u>Electric</u>	<u>Derek Electric</u>
<u>Plumbing</u>	<u>Effective Plumbing</u>
<u>Pre Engineered Steel</u>	<u>Industrial Building Systems</u>
<u>Masonry</u>	<u>Rvm Construction</u>

END OF DOCUMENT

# THE AMERICAN INSTITUTE OF ARCHITECTS



AIA Document A310

## Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we **Maggiore Construction, 5 Eversley Ave**  
Norwalk, Ct 06851 (Here insert full name and address or legal title of Contractor)

as Principal, hereinafter called the Principal, and **Newport Insurance Company, Inc 150 Colfax St Unit 12**  
PROVIDENCE, RI 02905 (Here insert full name and address or legal title of Surety)

a corporation duly organized under the laws of the State of **Delaware**  
as Surety, hereinafter called the Surety, are held and firmly bound unto **Third Taxing District Electric**  
Department, 2 Second St., Nprwalk, CT (Here insert full name and address or legal title of Owner)

as Obligee, hereinafter called the Obligee, in the sum of **five percent of bid amount (5%)**

**Dollars (\$ 5% )**,  
for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind  
ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by  
these presents.

WHEREAS, the Principal has submitted a bid for **New Warehouse, Building 18 Rowan Street,**  
Norwalk, CT (Here insert full name, address and description of project)

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract  
with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding  
or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt  
payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter  
such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty  
hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract  
with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain  
in full force and effect.

Signed and sealed this **22** day of **January** 19 **88**

**Maggiore Construction**

(Principal)

(Seal)

(Witness)

(Title)

**Newport Insurance Company, Inc.**

(Surety)

(Witness)

**Richard Cox Attorney in Fact**

NEWPORT INSURANCE COMPANY INC  
POWER OF ATTORNEY  
CERTIFIED COPY

KNOW BY ALL MEN THESE PRESENTS, That NEWPORT INSURANCE COMPANY INC does hereby constitute and appoint Richard Cox its true and lawful Attorney-in- Fact to sign, seal, acknowledge and deliver for and on its behalf, and as its act and deed at any place within the United States, or if the following line be filled in. Only within the area there designated. \_\_\_\_\_

Any and all bonds recognizance, undertakings, contracts of indemnity, or other writings obligatory in the nature thereof, as follows; any such obligations in the United States, in any amount. And said Company hereby ratifies and confirms all and whatsoever said Attorney-in-Fact may lawfully do in the premises by virtue of these presents.

This appointment is made under and by authority of the following Resolution passed by the Board of Directors of said Company at a meeting held on the 2<sup>nd</sup> January 2011, a quorum being present and voting, which Resolution is still in effect.

"Resolved that the President, or any Vice President, in conjunction with any Secretary, or Assistant Secretary be and they are hereby authorized and empowered to appoint Attorneys-in-Fact of the Company in its name and as its acts, to execute and acknowledge for and on its behalf as Surety any and all Bonds, recognize, contracts of indemnity, waivers of citation and all other writings obligatory in the nature thereof. With power to attach the Seal of the Company. Any such writing so executed by such Attorneys-in-Fact shall be binding upon the Company as if they had been duly executed and acknowledged by the regularly elected Officers of the Company in their proper person.

IN WITNESS WHEREOF, NEWPORT INSURANCE COMPANY INC has caused these presents to be Sealed with its Corporate Seal, duly attested by its Assistant Secretary.

This 25 day of January 2018

NEWPORT INSURANCE COMPANY INC

Assistant Secretary

IANET COX

Roderick J Crawford  
Notary Public, State of New Hampshire  
My Commission Expires May 1, 2018

For Service on this Bond, call 800-634-7874

BID FORM

1. Submit bids in compliance with Instructions to Bidders. Fill in blanks. The Owner reserves the right to reject incomplete Bid Forms.
2. This Bidding document is not part of the Contract Documents, unless specifically referenced in the Owner/Contractor Agreement.
3. Project Name: New Warehouse Building for  
Third Taxing District  
18 Rowan Street  
Norwalk, CT 06855
4. Project Owner: Third District Taxing Electric Department  
2 Second Street  
Norwalk, CT 06855
5. The Bidder proposes to perform all of the Work required by the Contract Documents for the amount of: (Fill in amount in words and numbers.) The undersigned, having familiarized (himself, itself, themselves) with the existing conditions on the Project Site affecting the cost of the work, and with the Contract Documents, hereby proposes to furnish all supervision, technical personnel, labor, materials, equipment, tools, appurtenances, services, (including utility and transportation services required to perform and complete this Contract), all in accordance with the Contract Documents for the total fixed sum (BASE BID) specified in the schedule of prices which follows, increased or decreased in a manner as provided for in the contract:

BID PRICES:

Item 1 Civil and site utilities including water management system.

Seventy-Six Thousand One Hundred Thirty Dollars (\$ 76,130.00)

Item 2 Site work including driveways, walkways, fencing, gates and landscaping.

Eighty Thousand One Hundred Twenty Dollars (\$ 80,120.00)

Item 3 Building foundation, slab and ramps.

One Hundred Twenty-Nine Thousand Eight Hundred Dollars (\$ 129,840.00)

Item 4 Building shell, structural framing and mezzanine including steel walls, masonry base, exterior doors, skylights and roof.

Five Hundred Fifty-Two Thousand One Hundred Dollars (\$ 552,180.00)

Item 5 Building interior components including walls, toilet partitions, doors, stairs, ceilings, other finishes and accessories.

One Hundred Sixty-Seven Thousand One Hundred Dollars (\$ 167,180.00)

Item 6 Building Fire Protection, Plumbing, Electrical and Mechanical.

Two Hundred Twenty-One Thousand Eight Hundred Dollars (\$ 221,860.00)

NEW WAREHOUSE BUILDING  
Third Taxing District

**BID PRICE:**

One Million Two Hundred Twenty-Seven Thousand  
Three Hundred Ten ----- Dollars (\$ 1,227,310.00)  
Total sum of all 6 items listed above to include all general conditions, overhead and profit.

Approximate number of consecutive calendar days to complete work.

One Hundred Twenty ----- Days ( 120 )

**ADD ALTERNATE BID: All work required to provide a complete and operational sprinkler system and associated fire alarm system per NFPA 13, NFPA 13R, NFPA 72 and Connecticut Building Code.**

Fifty-Three Thousand Eight Hundred ----- Dollars (\$53,800.00)

6. Bid Security in the amount indicated below is attached to this Bid Form:

\$ Five Percent (5%) of the Bid Price per Attached Bid Bond.

7. Liquidated Damages: The Bidder agrees to have liquidated damages penalties assessed at the rate of **\$250.00 per day** deducted from this Final Payment for each day Substantial Completion is delayed beyond the Proposed Date of Substantial Completion indicated below for reasons with his control.

8. Time: The Bidder proposes the following dates (Fill in):

a. Proposed Starting Date: April 2, 2018

b. Proposed Date of Substantial Completion: August 6, 2018

**Work shall be completed before the end of August 2018.**

9. By submitting this Bid Form, the Bidder certifies that Bidder has visited the project site, is aware of existing conditions which affect the work, and has reviewed the Contract Documents, including the following Addenda:

Addendum Number.....1..... Date.....1/19/2018..

Addendum Number.....2..... Date.....1/25/2018..

Addendum Number..... Date.....

10. Bid Qualifications: Submit bid qualifications and reasons for qualifications with this Bid Form on separate sheet of Bidders' Letterhead. Include impact of bid qualifications on time, cost or quality. Bid qualifications may include: Cash flow requirements, assumptions for access to the work, assumptions for staging the work, assumptions for protecting existing and abutting work,

NEW WAREHOUSE BUILDING  
Third Taxing District

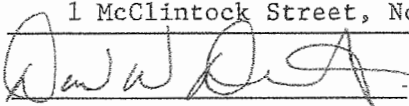
proposed modifications to General and Supplementary Conditions, proposed modifications to drawings and specifications.

11. Signed and sealed (Enter date, Bidder's signature and legal business address.)

Bidder Name: - David W. DiScala

Company Name: A. V. Tuchy, Inc.

Address: 1 McClintock Street, Norwalk, CT 06851

Signature:  - Title: Vice President

Social Security Number or Employer Identification Number 06-0976993

12. Bidders' Project Manager to be assigned to the Project (name):

Matthew D. DiScala

13. Bidders' List of Proposed Major Subcontractors (list):

Trade	Contractor
FURNISHED UPON AWARD OF CONTRACT.	

END OF DOCUMENT

# CNA SURETY

## Bid Bond

Bond No. N.A.

### CONTRACTOR:

(Name, legal status and address)

A.V. Tuchy, Inc.  
1 McClintock Street  
Norwalk, Connecticut 06857

### SURETY: Western Surety Company: South Dakota Corporation

(Name, legal status and principal place of business)

333 S. Wabash Avenue  
41st Floor  
Chicago, IL 60604

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

### OWNER:

(Name, legal status and address)

Third District Taxing Electric Department  
2 Second Street  
Norwalk, Connecticut 06855

**BOND AMOUNT:** Five Percent of the Amount Bid ( 5%)

### PROJECT:

(Name, location or address, and Project number, if any)

New Warehouse Building for Third Taxing District 18 Rowan Street Norwalk, Connecticut 06855

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 31st day of January, 2018.



(Witness)

A.V. Tuchy, Inc.

(Principal)

V.P. [Signature]  
(Title)

(Seal)

Western Surety Company

(Surety)

David L. Hussey  
(Title) David L. Hussey, Attorney-in-Fact

(Seal)

Printed in cooperation with the American Institute of Architects (AIA).

The language in this document conforms to the language used in AIA Document A310 - Bid Bond - 2010 Edition.

# Western Surety Company

## POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

**Michael E Watts, David L Hussey, Paul A Simeon, Individually**

of West Hartford, CT, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

**- In Unlimited Amounts -**

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the By-Law printed on the reverse hereof, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 25th day of June, 2015.



WESTERN SURETY COMPANY

Paul T. Bruflat, Vice President

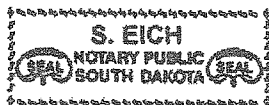
State of South Dakota  
County of Minnehaha

} ss

On this 25th day of June, 2015, before me personally came Paul T. Bruflat, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is the Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires

February 12, 2021



S. Eich, Notary Public

### CERTIFICATE

I, L. Nelson, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law of the corporation printed on the reverse hereof is still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 31st day of January, 2018.



WESTERN SURETY COMPANY

L. Nelson, Assistant Secretary

**Authorizing By-Law**

**ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY**

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, and Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

# State of Connecticut

Department of Administrative Services  
Construction Contractor Prequalification Program

This certifies

**A. V. Tuchy, Inc.**

1 McClintock Street, Norwalk, CT 06851

As a

Prequalification Construction Contractor

March 15, 2017 through March 14, 2018

## CONTACT INFORMATION

Name: David W. DiScala  
Phone: (203) 847-2461  
Fax: (203) 847-7116  
Email: ddiscala@avtuchybuilders.com

Name: Lisa DiScala Brantner  
Phone: 203-847-2461  
Fax: 203-847-7116  
Email: lbrantner@avtuchybuilders.com

Effective Date	Aggregate Work Capacity (AWC)	Single Limit (SL)	Classifications
3/15/2017	\$12,000,000.00	\$8,000,000.00	GENERAL BUILDING CONSTRUCTION (GROUP C)

This certificate prequalifies the named company to bid. It is not a statement of the Contractor's capacity to perform a specific project. That responsibility lies with the awarding authority.

Company Licenses/Registrations: It is the Contractor's responsibility to update their license information by editing their electronic application. Licenses are confirmed by the Department of Administrative Services (DAS) at the time of initial application and at each renewal.  
For information regarding the DAS Contractor Prequalification Program visit <http://das.ct.gov/cr1.aspx?page=10> or call (860) 713-5280.

Page 1 of 2  
Printed 3/15/2017 8:12:43 AM

Classification Name	Description
GENERAL BUILDING CONSTRUCTION (GROUP C)	<p>The undertaking of general contracts for the construction of buildings i.e. new construction, renovation, rehabilitation, alteration, addition, etc. The contract must include a variety of construction practices and supervision of a minimum of three sub-trades. Includes buildings that are truly custom, requiring extensive detailing, or that have large amounts of integrated scientific or complex mechanical/electrical equipment in order for them to function. Examples include hospitals, chemistry buildings, special collections buildings, historic preservation to a landmark structure, and/or any other structure that is truly one of a kind within the State's inventory.&lt;BR jQuery1418743960037="342"&gt;&lt;BR jQuery1418743960037="343"&gt;Note: If you are prequalified for General Building Construction under Group C, you are automatically prequalified for Group A and Group B. Also if you are prequalified for General Building Group C you will automatically be prequalified for General Trades.&lt;BR jQuery1418743960037="344"&gt;&lt;BR jQuery1418743960037="345"&gt;Note: For the purposes of DAS Construction Contractor Prequalification, contractors in this classification are not required to be registered as a major contractor with the Department of Consumer Protection. However, there may be specific projects within this classification that require a major contractor registration from the Department of Consumer Protection.&lt;BR jQuery1418743960037="346"&gt;&lt;BR jQuery1418743960037="347"&gt;Projects that are threshold buildings may require a Major Contractor Registration.</p>

This certificate prequalifies the named company to bid. It is not a statement of the Contractor's capacity to perform a specific project. That responsibility lies with the awarding authority.

Company Licenses/Registrations: It is the Contractor's responsibility to update their license information by editing their electronic application. Licenses are confirmed by the Department of Administrative Services (DAS) at the time of initial application and at each renewal.

For information regarding the DAS Contractor Prequalification Program visit <http://das.ct.gov/cr1.aspx?page=10> or call (860) 713-5280.

Page 2 of 2  
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STATE OF CONNECTICUT ♦ DEPARTMENT OF CONSUMER PROTECTION

Be it known that

**A V TUCHY INC**

**1 MCCLINTOCK ST  
NORWALK, CT 06851-4406**

has been certified by the Department of Consumer Protection as a

**MAJOR CONTRACTOR**

Registration #: MCO.0903241

Effective Date: 07/01/2017

Expiration Date: 06/30/2018

verify online at [www.elicense.ct.gov](http://www.elicense.ct.gov)



Michelle Seagull, Acting Commissioner

## BID FORM

1. Submit bids in compliance with Instructions to Bidders. Fill in blanks. The Owner reserves the right to reject incomplete Bid Forms.
2. This Bidding document is not part of the Contract Documents, unless specifically referenced in the Owner/Contractor Agreement.
3. Project Name: New Warehouse Building for  
Third Taxing District  
18 Rowan Street  
Norwalk, CT 06855
4. Project Owner: Third District Taxing Electric Department  
2 Second Street  
Norwalk, CT 06855
5. The Bidder proposes to perform all of the Work required by the Contract Documents for the amount of: (Fill in amount in words and numbers.)The undersigned, having familiarized (himself, itself, themselves) with the existing conditions on the Project Site affecting the cost of the work, and with the Contract Documents, hereby proposes to furnish all supervision, technical personnel, labor, materials, equipment, tools, appurtenances, services, (including utility and transportation services required to perform and complete this Contract), all in accordance with the Contract Documents for the total fixed sum (BASE BID) specified in the schedule of prices which follows, increased or decreased in a manner as provided for in the contract:

### BID PRICES:

Item 1 Civil and site utilities including water management system.

One hundred one thousand four hundred ninety five —Dollars (\$ 101,495 )

Item 2 Site work including driveways, walkways, fencing, gates and landscaping.

Ninety two thousand nine hundred sixty five —Dollars (\$ 92,965 )

Item 3 Building foundation, slab and ramps.

One hundred thirty six thousand four hundred forty two —Dollars (\$ 136,442 )

Item 4 Building shell, structural framing and mezzanine including steel walls, masonry base, exterior doors, skylights and roof.

Six hundred fifty four thousand one hundred ninety six Dollars (\$ 654,196 )

Item 5 Building interior components including walls, toilet partitions, doors, stairs, ceilings, other finishes and accessories.

One hundred ninety two thousand five hundred seventy six Dollars (\$ 192,576 )

Item 6 Building Fire Protection, Plumbing, Electrical and Mechanical.

Two hundred sixty one thousand five hundred ninety six Dollars (\$ 261,596 )

NEW WAREHOUSE BUILDING  
Third Taxing District

**BID PRICE:**

One million four hundred thirty nine thousand two hundred <sup>seventy</sup> Dollars (\$ 1,439,270 )  
Total sum of all 6 items listed above to include all general conditions, overhead and profit.

Approximate number of consecutive calendar days to complete work.

One hundred sixty two Days ( 162 )

**ADD ALTERNATE BID:** All work required to provide a complete and operational sprinkler system and associated fire alarm system per NFPA 13, NFPA 13R, NFPA 72 and Connecticut Building Code.

Fifty two thousand thirty Dollars (\$ 52,030 )

6. Bid Security in the amount indicated below is attached to this Bid Form:

\$ 74,565.- 5% of Bid Amount  
Seventy four thousand five hundred sixty five.

7. Liquidated Damages: The Bidder agrees to have liquidated damages penalties assessed at the rate of **\$250.00 per day** deducted from this Final Payment for each day Substantial Completion is delayed beyond the Proposed Date of Substantial Completion indicated below for reasons with his control.

8. Time: The Bidder proposes the following dates (Fill in):

a. Proposed Starting Date: March 19, 2018 pending permits, approvals & contract

b. Proposed Date of Substantial Completion: August 27, 2018

**Work shall be completed before the end of August 2018.**

9. By submitting this Bid Form, the Bidder certifies that Bidder has visited the project site, is aware of existing conditions which affect the work, and has reviewed the Contract Documents, including the following Addenda:

Addendum Number.....#1..... Date.....1/19/2018.....

Addendum Number.....#2..... Date.....1/25/2018.....

Addendum Number.....N/A..... Date.....N/A.....

10. Bid Qualifications: Submit bid qualifications and reasons for qualifications with this Bid Form on separate sheet of Bidders' Letterhead. Include impact of bid qualifications on time, cost or quality. Bid qualifications may include: Cash flow requirements, assumptions for access to the work, assumptions for staging the work, assumptions for protecting existing and abutting work, See Attached

NEW WAREHOUSE BUILDING  
Third Taxing District

proposed modifications to General and Supplementary Conditions, proposed modifications to drawings and specifications.

11. Signed and sealed (Enter date, Bidder's signature and legal business address.)

Bidder Name: Victoria Bothwell

Company Name: FGB Construction Company

Address: 158 Bouton Street, Norwalk CT

Signature: Victoria Bothwell Title: Vice President

Social Security Number or Employer Identification Number 06-1303605

12. Bidders' Project Manager to be assigned to the Project (name):

James Brenia

13. Bidders' List of Proposed Major Subcontractors (list):

Trade	Contractor
Site Work	FGB
Concrete	AMEC
Masonry	Advanced Caulking & Masonry
Building Structure	International Building Systems
Sprinkler	Mack Fire
Plumbing & HVAC	EMS
Electrical	Nations Electric

END OF DOCUMENT



158 BOUTON STREET  
NORWALK, CT 06854  
TEL: 203-857-0332  
FAX: 203-853-1358

**Project:** THIRD TAXING DISTRICT WAREHOUSE  
**Address:** 18 Rowan Street  
Norwalk, CT 06855

**Date:** January 31, 2018

#### CLARIFICATIONS

##### **PROJECT ASSUMPTIONS**

- UTILITY SERVICES ARE WITHIN 50 LF OF SITE
- ELECTRICAL SERVICE PER NOTE E-5 IS TO 5' OUTSIDE OF BUILDING. NO USEABLE UTILITY POLE OR PRIMARY SERVICE IS AVAILABLE TO THIS SITE.

##### **THE FOLLOWING ITEMS ARE BY OWNER OR BY OTHERS**

- ALL PERMITS & FEES
- IRRIGATION SYSTEM
- FURNITURE, FIXTURES AND EQUIPMENT (FF&E)
- STORAGE RACKS & EQUIPMENT
- BUILDING LAYOUT & SURVEYING
- KITCHEN APPLIANCES & EQUIPMENT
- ELECTRICAL SERVICE TO 5' OUTSIDE THE BUILDING

##### **THE FOLLOWING ITEMS ARE NOT INCLUDED**

- OVERTIME OR WEEKEND LABOR RATES
- HANDLING, TESTING OR REMOVAL OF CONTAMINATED OR HAZARDOUS MATERIALS
- UTILITY & UTILITY CONSUMPTION CHARGES
- ESCALATION
- TESTING, CONTROLLED, OR SPECIAL INSPECTIONS
- WINTER CONDITION PROTECTION
- DEWATERING BY WELL POINT SYSTEM
- ROCK OR LEDGE BLASTING/EXCAVATION
- REMOVAL OF UNSUITABLE SOILS
- IMPORT OF STRUCTURAL FILL OR OTHER SUITABLE SOILS
- FOUNDATION INSULATION, VERTICAL & HORIZONTAL
- LIGHTNING PROTECTION SYSTEM

# THE AMERICAN INSTITUTE OF ARCHITECTS



AIA Document A310

## Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we FGB Construction Company  
158 Bouton Street, Norwalk, CT 06854 (Here insert full name and address or legal title of Contractor)

as Principal, hereinafter called the Principal, and Hartford Casualty Insurance Company  
One Hartford Plaza, T-4, Hartford, CT 06155 (Here insert full name and address or legal title of Surety)

a corporation duly organized under the laws of the State of Connecticut  
as Surety, hereinafter called the Surety, are held and firmly bound unto Third Taxing District  
Electric Department, 2 Second Street, Norwalk, CT 06855 (Here insert full name and address or legal title of Owner)

as Oblige, hereinafter called the Oblige, in the sum of

Five Percent of Amount Bid Dollars (\$ 5% of Amount Bid),  
for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind  
ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by  
these presents.

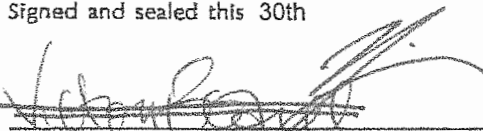
WHEREAS, the Principal has submitted a bid for  
New Warehouse Building for Third Taxing District, (Here insert full name, address and description of project)  
18 Rowan Street, Norwalk, CT 06855

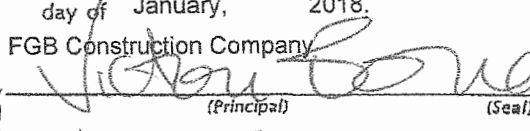
NOW, THEREFORE, if the Oblige shall accept the bid of the Principal and the Principal shall enter into a Contract  
with the Oblige in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding  
or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt  
payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter  
such Contract and give such bond or bonds, if the Principal shall pay to the Oblige the difference not to exceed the penalty  
hereof between the amount specified in said bid and such larger amount for which the Oblige may in good faith contract  
with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain  
in full force and effect.

Signed and sealed this 30th

day of January, 2018.


FGB Construction Company

  
(Witness)  
James Brenia

  
(Principal) (Seal)  
VICE PRESIDENT  
(Title)

Hartford Casualty Insurance Company

  
(Witness)

  
(Surety) (Seal)  
(Title) M.E. Kerin, Attorney-In-Fact

# POWER OF ATTORNEY

Direct Inquiries/Claims to:

THE HARTFORD

BOND, T-12

One Hartford Plaza

Hartford, Connecticut 06155

[Bond.Claims@thehartford.com](mailto:Bond.Claims@thehartford.com)

call: 888-266-3488 or fax: 860-757-5836

KNOW ALL PERSONS BY THESE PRESENTS THAT:

Agency Name: THE KERIN AGENCY INC

Agency Code: 08-087863

- ☒ Hartford Fire Insurance Company, a corporation duly organized under the laws of the State of Connecticut  
☒ Hartford Casualty Insurance Company, a corporation duly organized under the laws of the State of Indiana  
☒ Hartford Accident and Indemnity Company, a corporation duly organized under the laws of the State of Connecticut  
☐ Hartford Underwriters Insurance Company, a corporation duly organized under the laws of the State of Connecticut  
☐ Twin City Fire Insurance Company, a corporation duly organized under the laws of the State of Indiana  
☐ Hartford Insurance Company of Illinois, a corporation duly organized under the laws of the State of Illinois  
☐ Hartford Insurance Company of the Midwest, a corporation duly organized under the laws of the State of Indiana  
☐ Hartford Insurance Company of the Southeast, a corporation duly organized under the laws of the State of Florida

having their home office in Hartford, Connecticut, (hereinafter collectively referred to as the "Companies") do hereby make, constitute and appoint, up to the amount of Unlimited:

M.E. Kerin of Newington CT, M.A. Kerin of NEWINGTON, Connecticut

their true and lawful Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, to sign its name as surety(ies) only as delineated above by ☒, and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

In Witness Whereof, and as authorized by a Resolution of the Board of Directors of the Companies on May 6, 2015 the Companies have caused these presents to be signed by its Senior Vice President and its corporate seals to be hereto affixed, duly attested by its Assistant Secretary. Further, pursuant to Resolution of the Board of Directors of the Companies, the Companies hereby unambiguously affirm that they are and will be bound by any mechanically applied signatures applied to this Power of Attorney.



*John Gray*

John Gray, Assistant Secretary

*M. Ross Fisher*

M. Ross Fisher, Senior Vice President

STATE OF CONNECTICUT

ss. Hartford

COUNTY OF HARTFORD

On this 11th day of January, 2016, before me personally came M. Ross Fisher, to me known, who being by me duly sworn, did depose and say: that he resides in the County of Hartford, State of Connecticut; that he is the Senior Vice President of the Companies, the corporations described in and which executed the above instrument; that he knows the seals of the said corporations; that the seals affixed to the said instrument are such corporate seals; that they were so affixed by authority of the Boards of Directors of said corporations and that he signed his name thereto by like authority.



CERTIFICATE

*Nora M. Stranko*

Nora M. Stranko

Notary Public

My Commission Expires March 31, 2018

I, the undersigned, Assistant Vice President of the Companies, DO HEREBY CERTIFY that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which is still in full force effective as of January 30, 2018

Signed and sealed at the City of Hartford.



*Kevin Heckman*

Kevin Heckman, Assistant Vice President

**STATE OF CONNECTICUT  
DEPARTMENT OF CONSUMER PROTECTION**

This is your registration certificate. Such registration shall be shown to any properly interested person on request. Do not attempt to make any changes or alter this certificate in any way. This registration is not transferable.

In an effort to be more efficient and Go Green, the department asks that you keep your email information with our office current to receive correspondence. Questions regarding this registration can be directed to the Occupational & Professional Licensing Division at [dcp.occupationalprofessional@ct.gov](mailto:dcp.occupationalprofessional@ct.gov).

Mailing address:

**FGB CONSTRUCTION COMPANY  
158 BOUTON ST  
NORWALK, CT 06854-4120**

Email on file to be used for receiving all notices from this office:

**[james@fgbconstruction.com](mailto:james@fgbconstruction.com)**

**STATE OF CONNECTICUT ♦ DEPARTMENT OF CONSUMER PROTECTION**

Be it known that

**FGB CONSTRUCTION COMPANY**

**158 BOUTON ST  
NORWALK, CT 06854-4120**

has been certified by the Department of Consumer Protection as a

**MAJOR CONTRACTOR**

**FGB CONSTRUCTION COMPANY**

**Registration #: MCO.0903806**

**Effective Date: 11/29/2017**

**Expiration Date: 06/30/2018**

verify online at [www.elicense.ct.gov](http://www.elicense.ct.gov)



Michelle Seagull, Commissioner



## Third Taxing District

2 Second Street  
East Norwalk, CT 06855

Tel: (203) 866-9271

### AGENDA

Annual Meeting of the Electors of the Third Taxing District of the City of Norwalk, Wednesday, March 7, 2018, at 7:00 p.m., at The Marvin Community Room, 60 Gregory Boulevard, East Norwalk, Connecticut.

1. Welcome and call to order
2. Introductions
3. Reading and acceptance of the Notice of the Annual Meeting
4. Election of Annual Meeting Chairman
5. Election of Annual Meeting Secretary
6. Reading & Acceptance of Annual Meeting Minutes of March 8, 2017
7. Industry/Legislative Update, followed by Q&A from the public.
8. Report of the District Commission
9. Presentation of Library Budget (*Do we need this?*)
10. Report of the operation of the Electric Department for the fiscal year July 1, 2016 through June 30, 2017, followed by Q&A from the public.
11. Presentation of District Budget, followed by Q&A from the public.
12. Authorization to approve the District Budget and transfer funds from the Electric Department to the District account to cover the budget requirements for the fiscal year July 1, 2018 through June 30, 2019.
13. Adjourn

M:\Commission Meeting Information\Annual Meeting 2018\Annual Meeting Agenda 3-7-18.doc

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#### *District Commissioners*

<b>David L. Brown</b>	203-866-8099	Chairman	<b>Kevin Barber</b>	203-866-9271	General Manager
<b>Debora Goldstein</b>	203-252-7214	Commissioner	<b>Ron Scofield</b>	203-866-9271	Assistant General Manager
<b>Pamela Parkington</b>	203-858-4261	Commissioner	<b>Johnnie Weldon</b>	203-216-2652	Treasurer

## General Meeting Presentation Outline – Third Taxing District Annual Meeting – March 7, 2018

Item	Presenter	Begin By	Approx. Time (minutes)
1. Welcome and Call to Order	David Brown	7:00 PM	5
2. Introductions	David Brown	7:05 PM	5
3. Reading and Acceptance of the Meeting Notice	David Brown	7:10 PM	5
4. Election of a Meeting Chairman	David Brown	7:15 PM	5
(Pause) – Review Procedures with Elected Chairman		7:20 PM	5
5. Election of a Meeting Secretary	Meeting Chairman	7:25 PM	5
6. Reading & Acceptance of Annual Meeting Minutes of 3/2/16	Meeting Chairman	7:30 PM	5
7. Industry/Legislative Update, followed by Q&A	Debora Goldstein	7:35 PM	5
8. Report of District Commission	David Brown	7:40 PM	5
9. Presentation of Library Budget ( <i>Do we need this?</i> )	Sarah Mann	7:45 PM	10
10. Report of the Operation of the Electric Dept. for the Fiscal Year July 1, 2016 through June 30, 2017, followed by Q&A	Kevin Barber	7:55 PM	15
11. Presentation of District Budget, followed by Q&A from Public	David Brown	8:10 PM	15
<b>12. Vote to Approve District Budget &amp; Transfer Funds</b>	Meeting Chairman	8:25 PM	5
13. Adjourn		8:30 PM	



## Third Taxing District

2 Second Street  
East Norwalk, CT 06855

Tel: (203) 866-9271

### NOTICE

The legal voters of the Third Taxing District of the City of Norwalk are hereby notified and warned that a meeting of said District will be held at The Marvin Community Room, 60 Gregory Boulevard, East Norwalk, Connecticut, on Wednesday March 7, 2018 at 7:00 P.M. for the following purposes:

To receive the report of the District Commission Chairman, the financial report of the District for the fiscal year July 1, 2016 through June 30, 2017, and the financial report of the operation of the Electrical Department for the fiscal year July 1, 2016 through June 30, 2017.

To receive the financial report of the Directors of the East Norwalk Improvement Association for the operation of the East Norwalk Improvement Association Library for the fiscal year July 1, 2016 through June 30, 2017, and budget thereof for the fiscal year July 1, 2018 through June 30, 2019.

To act on the District budget for the fiscal year July 1, 2018 through June 30, 2019, including the appropriation of funds to cover the budget requirements of the District for care and use of parks owned by the District, care of the East Norwalk Historical Cemetery, salaries of District Officials and support of the East Norwalk Improvement Association Public Library, for the fiscal year July 1, 2018 through June 30, 2019.

To approve the District budget and to transfer funds from the Electrical Department to the Third Taxing District account to cover the budget requirements for the fiscal year July 1, 2018 through June 30, 2019.

Ronald Scofield  
District Clerk  
February 22, 2018

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#### *District Commissioners*

<b>David L. Brown</b>	203-866-8099	Chairman	<b>Kevin Barber</b>	203-866-9271	General Manager
<b>Debora Goldstein</b>	203-252-7214	Commissioner	<b>Ron Scofield</b>	203-866-9271	Assistant General Manager
<b>Pamela Parkington</b>	203-858-4261	Commissioner	<b>Johnnie Weldon</b>	203-216-2652	Treasurer



## **Third Taxing District**

2 Second Street  
East Norwalk, CT 06855

Tel: (203) 866-9271  
Fax: (203) 866-9856

**MINUTES OF  
SPECIAL ANNUAL MEETING OF THE  
THIRD TAXING DISTRICT OF THE CITY OF NORWALK  
WEDNESDAY, MARCH 8, 2017 AT 7:00 P.M.  
AT THE MARVIN, 60 GREGORY BOULEVARD, E. NORWALK, CT**

Attendance: See attached sheet

The meeting was called to order at 7:09 p.m. by Chairman Brown.

Commissioner Yost asked all in attendance to stand for the Pledge of Allegiance.

Chairman Brown introduced the Commission and staff to the attendees.

Motion was made by Craig Cuttner, seconded by Jim Anderson, to waive the reading and acceptance of the Notice of the Special Annual Meeting.

Yes – 42, No – 0, Abstain - 0

Motion was made by Commissioner Yost, seconded by Bill Solder, to nominate Michelle Maggio as Annual Meeting Chairperson.

Motion was made by Susan Lane, seconded by Debora Goldstein, to nominate Craig Cuttner as Annual Meeting Chairperson.

Michelle Maggio was named Chairperson, with a vote of 22 to 21.

Motion was made by Susan Lane, seconded by Commissioner Yost, to elect Michael Intrieri as Secretary.

Yes – 33, No – 0, Abstain - 0

Motion was made by Bill Solder, seconded by Craig Cuttner, to waive the reading and acceptance of the Annual Meeting Minutes of 3/2/16.

Yes- 37, No – 0, Abstain - 0

Michael Intrieri presented the District Year in Review, highlighting the past year's activities.

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*District Commissioners*

**David L. Brown** 203-866-8099  
**Debora Goldstein** 203-252-7214  
**Pamela Parkington** 203-858-4261

Chairman  
Commissioner  
Commissioner

**Kevin Barber** 203-866-9271  
**Ron Scofield** 203-866-9271  
**Johnnie Weldon** 203-216-2652

General Manager  
Assistant General Manager  
Treasurer

Commissioner Goldstein presented the Industry/Legislative Update, followed by Q&A from the public.

Motion was made by Commissioner Brown, seconded by Commissioner Yost, to waive the reading of the Report of the District Commission.

Yes – 34, No – 0, Abstain – 1

Commissioner Yost presented the Library Vision & Commitment.

Sarah Mann presented the Library Budget.

Mr. Smith presented the financial report of the operation of the Electric Department for the fiscal year July 1, 2015 through June 30, 2016, followed by Q&A from the public.

Commissioner Brown presented the District Budget followed by Q&A from the public.

Motion was made by Debora Goldstein, seconded by Commissioner Yost and Craig Cuttner, to authorize and approve the District Budget and transfer funds in the amount of \$288,429 from the Electric Department to the District account to cover the budget requirements for the fiscal year July 1, 2017 through June 30, 2018.

Yes – 33; No – 0; Abstain - 0

Motion was made by Jim Anderson, seconded by Michael Intrieri, to adjourn.  
Motion passed unanimously.

The meeting adjourned at 9:23 p.m.

Respectfully submitted,

Cynthia Tenney  
Recording Secretary

## ATTENDANCE SHEET

### TTD Ratepayers:

Anderson, James C.  
Bove, John J.  
Bove, Vicki A.  
Brown, David L.  
Burr, Christopher D.  
Cartwright, Rommell  
Cece, Diane M.  
Chelminski, Julie North  
Chelminski, Paul  
Clarke, Nicholas R.  
Cray, Katherine A.  
Cuttner, Craig D.  
Debellis, Marlene  
Doerr, Sandra L.  
Dudeney, Fiona V.  
Goldstein, Debora  
Gray, John P.  
Harris, Judith Lynn  
Holowinko, Edward M.  
Hungaski, Judith Ann  
Intrieri, Michael F.  
Johansson, Marianne F.  
Johnson, Peter M.  
Kaufman, Mark  
Kitchen, Joe S.  
Laganza, Joseph Lewis  
Lane, Susan E.  
Langston, Linda P.  
Leonard, Edna Lee

Maggio, Michelle A.  
Mann, Sarah M.  
Mann, Steven J.  
Mehle, Owen L.  
Mele, Dawn L.  
Mineo, Linda M.  
Parkington, Pamela Mills  
Roberts, Jr., Robert W.  
Siegelbaum, Beth M.  
Sitton, Frances  
Sitton, Willie D.  
Solder, William M.  
Toussaint, Kendall R.  
Yost, Charles L.

### Others:

Jim Smith, General Manager, TTD  
Cynthia Tenney – TTD Staff  
Tricia Dennison – TTD Staff  
Kristen Malone – TTD Staff  
Mike Adams – TTD Staff  
Scott Tracy – TTD Staff  
Joe Charriot – TTD Staff  
Matt Allred, TTD Accountant



## Third Taxing District

2 Second Street  
East Norwalk, CT 06855

Tel: (203) 866-9271

Fax: (203) 866-9856

### TTD 2017 Commission's State of the District Letter

As we look forward to 2018, the Commission is pleased to reflect on our accomplishments over the past year. The Third Taxing District (TTD) has positioned itself as one of the best run utilities in the State of Connecticut and continues to make positive progress in achieving its overall strategic goals.

Examples of initiatives/action steps taken during 2017 include:

#### Administrative Operations:

- Hired new General Manager.
- Appointed TTD ratepayer representative to the CMEEC Board.
- Continued to provide training and educational opportunities for administrative/management staff.
- Continued to upgrade TTD's website as necessary, including coordination with the CT-DOT on Walk Bridge news updates, survey results, etc.
- Continued to upgrade our Customer Information System (CIS) when necessary.
- Continued to work at streamlining our administrative processes and procedures in order to increase workflow and improve productivity.
- Received a worker's Compensation "MOD" rating of .88 based on prudent safety practices, thus lowering our overall Worker's Compensation insurance costs for 2017.
- Conducted periodic visits with our largest commercial customers in order to enhance our business relationships and respond to customer needs.
- Continued monitoring and working with the State on DOT projects, i.e., Walk Bridge and East Avenue.

#### Distribution Operations:

- SCADA project completed in 2017 which enables TTD to meet NERC/FERC and Convex regulations.
- Received over \$1 million from ISO New England for recovery of transmission expenses related to Fitch Street substation. These savings are a direct benefit of being a transmission owner.
- Project started to replace the T3 transformer at the East Avenue substation. Project scheduled to be completed by summer 2018.

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#### *District Commissioners*

David L. Brown	203-866-8099	Chairman	James Smith	203-866-9271	General Manager
Charles L. Yost	203-853-0837	Commissioner	Ron Scofield	203-866-9271	Assistant General Manager
Debora Goldstein	203-252-7214	Commissioner	Michael Intrieri	203-866-3001	Treasurer

- Continued the process of upgrading our vehicle fleet in accordance with the five-year vehicle replacement schedule contained within the current five-year Capital Budget.
- Continued progress on replacing outdated “A-Base” meters in the distribution system.
- Completed the installation of LED Street Lights in the distribution system. A total of 671 lights were installed over a 2-1/2 year period.
- Followed the planned replacement of equipment/materials outlined in TTD’s 5-Year Capital Budget Program.
- Continued progress on the Materials Storage Facility located on 18 Rowan Street. Design complete. Construction is expected in the spring of 2018.

#### Management and Financial Integrity:

- Continued to serve on the CMEEC Board of Directors to maximize the value of TTD’s investment by actively participating in the decision-making process.
- Continued to refine and implement our 5-Year Capital Plan and Annual Operating Budget in conjunction with approval by the Commission.
- Continued to reach out to new and existing business partners (I/T, Audit, etc.) in order to maximize their impact and value to TTD.
- Continued to refine and report out on TTD’s financial performance at regularly scheduled Commission meetings.
- Completed TTD’s financial audit for FYE 6/30/17. We again received a “clean” audit opinion with no material deficiencies listed in the Management Letter.
- Continued the process of developing a short and long-term Strategic Plan with the staff and Commission during 2016.
- Completed a cost of Service/Financial Projection “tune up” to insure the integrity of our existing customer rates and our internal financial targets. It was determined that we are consistently meeting our targets and that rates currently being charged are adequate in the near term.

#### Major Projects:

- Continued progress on the A-Base Meter Replacement Project (15-20% complete).
- Continued progress on the radio-read meter upgrade project (85% complete).
- Continued progress on on-going Conservation & Load Management projects.
- Completed SCADA project.
- Continued progress on 18 Rowan Street Materials Storage Facility.

We want to thank the ratepayers of TTD for continuing to place their confidence in the Commission and staff and look forward to another exciting year in 2018.

Respectfully submitted,

TTD Commission

July 2017-June 2018 East Norwalk Association Library Financials	17-Jul	17-Aug	17-Sep	17-Oct	17-Nov	17-Dec	July-Dec	Budget 2017/2018	Run Rate (see Notes)	Variance	Notes (see below)	Proposed Budget 2018/2019
<b>Income</b>												
Hall Rental--Individual	\$0.00	\$410.00	\$0.00	\$520.00	\$290.00	\$0.00	\$1,220.00	\$3,000.00	\$2,440.00	-\$560.00		\$3,000.00
Hall Rental--Monthly Contract	\$1,999.99	\$1,666.66	\$1,771.66	\$1,450.00	\$1,091.66	\$1,741.66	\$9,721.63	\$23,925.00	\$19,443.26	-\$4,481.74		\$24,000.00
Grants-Library Appropriation	\$15,833.33	\$15,833.33	\$15,833.34	\$15,833.33	\$15,833.33	\$15,833.34	\$95,000.00	\$190,000.00	\$190,000.00	\$0.00		\$185,900.00
Contribution--Individual	\$0.00	\$0.00	\$0.00	\$0.00	\$210.00	\$550.00	\$760.00	\$500.00	\$1,520.00	\$1,020.00		\$2,000.00
Contributions-Business 06855	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00	\$22,400.00	\$200.00	-\$22,200.00		\$5,000.00
Friends of Library Contribution	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.00	\$15.00	\$10,000.00	\$30.00	-\$9,970.00		\$0.00
Sales, Books, Copies	\$69.00	\$66.95	\$86.40	\$0.00	\$434.60	\$76.73	\$733.68	\$2,000.00	\$1,467.36	-\$532.64		\$2,000.00
ENIA Dues	\$0.00	\$0.00	\$0.00	\$15.00	\$0.00	\$5.00	\$20.00	\$40.00	\$40.00	\$0.00		\$40.00
Interest Income	\$0.88	\$0.89	\$0.00	\$1.75	\$0.86	\$0.90	\$5.28	\$10.00	\$10.56	\$0.56		\$10.00
<b>Total</b>	<b>\$17,903.20</b>	<b>\$17,977.83</b>	<b>\$17,691.40</b>	<b>\$17,820.08</b>	<b>\$17,860.45</b>	<b>\$18,322.63</b>	<b>\$107,575.59</b>	<b>\$251,875.00</b>	<b>\$215,151.18</b>	<b>-\$36,723.82</b>		<b>\$221,950.00</b>
<b>Expenses</b>												
Uncategorized Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.02	\$0.02	\$0.00	\$0.04	\$0.04		\$0.00
Salaries	\$10,185.64	\$9,905.88	\$13,992.17	\$7,897.91	\$9,576.09	\$8,881.08	\$60,438.77	\$130,500.00	\$117,716.48	-\$12,783.52	*1	\$112,500.00
Payroll Taxes--Employer	\$779.19	\$757.79	\$1,070.43	\$604.19	\$732.58	\$679.41	\$4,623.59	\$10,100.00	\$9,247.18	-\$852.82	*2	\$7,600.00
Audit Expenses	\$0.00	\$0.00	\$5,250.00	\$0.00	\$0.00	\$0.00	\$5,250.00	\$5,250.00	\$5,250.00	\$0.00	*3	\$5,350.00
Bank Charges	\$2.00	\$2.00	\$0.00	\$16.00	\$4.00	\$2.00	\$26.00	\$25.00	\$40.00	\$15.00		\$25.00
Bookkeeping Expense	\$153.39	\$450.91	\$200.00	\$670.44	\$579.20	\$584.73	\$2,638.67	\$4,800.00	\$5,277.34	\$477.34		\$4,800.00
Children's Program Expense	\$1,175.16	\$1,445.25	\$52.97	\$813.00	\$451.16	\$576.35	\$4,513.89	\$5,000.00	\$7,500.00	\$2,500.00	*4	\$3,000.00
Adult Programs												\$3,000.00
Community Awareness Library	\$166.40	\$45.45	\$0.00	\$338.66	\$45.45	\$45.45	\$641.41	\$2,400.00	\$1,282.82	-\$1,117.18		\$3,300.00
Computer Hardware	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$400.00	\$0.00	-\$400.00		\$2,100.00
Computer Software	\$0.00	\$14.05	\$0.00	\$34.17	\$6.99	\$6.99	\$62.20	\$650.00	\$124.40	-\$525.60		\$1,000.00
Maintenance Library	\$6.65	\$0.00	\$1,762.85	\$3,435.56	\$0.00	\$0.00	\$5,205.06	\$3,000.00	\$7,000.00	\$4,000.00	*5	\$4,500.00
Janitorial-Supplies	\$55.00	\$0.00	\$149.50	\$86.49	\$0.00	\$182.00	\$472.99	\$1,300.00	\$945.98	-\$354.02		\$1,000.00
Fees & Dues	\$0.00	\$25.00	\$130.00	\$325.00	\$150.00	\$2,014.00	\$2,644.00	\$400.00	\$10,700.00	\$10,300.00	*6	\$400.00
Hall Janitorial/Exterminator	\$160.36	\$0.00	\$195.72	\$285.36	\$0.00	\$320.72	\$962.16	\$1,900.00	\$1,924.32	\$24.32		\$1,900.00
Hall Security	\$0.00	\$0.00	\$0.00	\$100.00	\$50.00	\$0.00	\$150.00	\$900.00	\$300.00	-\$600.00		\$700.00
Building Security	\$91.00	\$46.99	\$46.99	\$46.99	\$46.99	\$46.99	\$325.95	\$650.00	\$651.90	\$1.90		\$650.00
Insurance-Directors	\$0.00	\$0.00	\$1,476.00	\$0.00	\$0.00	\$0.00	\$1,476.00	\$1,500.00	\$1,476.00	-\$24.00	*7	\$1,500.00
Insurance-Health	\$2,765.82	\$1,382.91	\$2,742.06	\$914.02	\$914.02	\$1,117.24	\$9,836.07	\$30,000.00	\$16,540.00	-\$13,460.00	*8	\$13,200.00
Insurance Workmen's Comp	\$0.00	\$0.00	-\$191.00	\$0.00	\$0.00	\$0.00	-\$191.00	\$600.00	\$300.00	-\$300.00		\$600.00
Insurance-Life	\$346.00	\$0.00	\$173.00	\$220.50	\$0.00	\$110.25	\$849.75	\$2,300.00	\$1,699.50	-\$600.50		\$2,000.00
Legal Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,200.00	\$0.00	-\$1,200.00		\$225.00
Library-Books	\$514.60	\$691.98	\$651.15	\$1,833.67	\$2,226.17	\$2,670.23	\$8,587.80	\$10,000.00	\$17,175.60	\$7,175.60		\$15,000.00
Library-Mags and Newspapers	\$506.60	\$110.30	\$110.30	\$110.30	\$110.30	\$225.60	\$1,173.40	\$3,500.00	\$2,346.80	-\$1,153.20		\$3,000.00
Library--Videos/DVD	\$0.00	\$73.25	\$375.57	\$55.87	\$21.68	\$21.68	\$548.05	\$1,500.00	\$1,096.10	-\$403.90		\$1,400.00
Janitorial-Library	\$775.00	\$0.00	\$375.00	\$850.00	\$13.14	\$850.00	\$2,863.14	\$4,500.00	\$5,726.28	\$1,226.28		\$4,500.00
Contractor	\$345.00	\$355.00	\$430.00	\$390.00	\$225.00	\$412.50	\$2,157.50	\$3,000.00	\$4,315.00	\$1,315.00		\$3,700.00
IT-Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$885.00	\$0.00	\$885.00	\$1,750.00	\$1,770.00	\$20.00		\$1,750.00
Repairs-Building	\$1,313.95	\$280.00	-\$1,593.95	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	*9	\$0.00
Stationery & Supplies	\$251.13	\$160.64	\$109.51	\$1,978.98	\$631.95	\$559.23	\$3,691.44	\$8,500.00	\$7,382.88	-\$1,117.12		\$5,500.00
Postage	\$0.00	\$0.00	\$82.30	\$437.16	\$0.00	\$72.75	\$592.21	\$350.00	\$1,184.42	\$834.42		\$2,000.00
Printing and Binding	\$0.00	\$0.00	\$104.84	\$294.85	\$0.00	\$0.00	\$399.69	\$1,100.00	\$799.38	-\$300.62		\$900.00
office Equipment	\$0.00	\$0.00	\$0.00	\$373.96	\$444.99	\$83.14	\$902.09	\$1,850.00	\$1,804.18	-\$45.82		\$1,850.00
Communications	\$385.73	\$162.06	\$241.79	\$493.19	\$162.28	\$322.94	\$1,767.99	\$3,200.00	\$3,535.98	\$335.98		\$4,000.00
Utilities Electric	\$0.00	\$615.22	\$723.14	\$498.87	\$341.79	\$248.80	\$2,427.82	\$5,700.00	\$4,855.64	-\$844.36		\$4,600.00
Utilities Gas	\$0.00	\$155.24	\$165.43	\$165.49	\$166.24	\$360.70	\$1,013.10	\$3,650.00	\$2,026.20	-\$1,623.80		\$4,000.00
Utilities-Water	\$0.00	\$0.00	\$0.00	\$69.01	\$0.00	\$65.63	\$134.64	\$400.00	\$269.28	-\$130.72		\$400.00
<b>TOTAL</b>	<b>\$19,978.62</b>	<b>\$16,679.92</b>	<b>\$28,825.77</b>	<b>\$23,339.64</b>	<b>\$17,785.02</b>	<b>\$20,460.43</b>	<b>\$127,069.40</b>	<b>\$251,875.00</b>	<b>\$242,263.70</b>	<b>-\$9,611.30</b>		<b>\$221,950.00</b>

Notes

*1	*reflects staffing change	*6	*Includes unemployment expense
*2	*reflects staffing change	*7	*one time charge
*3	*one time charge	*8	*reflects staffing change
*4	*reflects adult programs and higher summer costs	*9	*costs moved to library maintenance
*5	* moved from building repair. Expect lower costs through 2018		

East Norwalk Historical Cemetery  
Major/Capital Budget for 2018-2019

Pruning and Removals

- Take down two multi-stemmed Black Cherries and one dead standing Black Cherry.
- Prune to clean Norway Maple and three (3) Cedars at southern end of cemetery. Raise lowest limbs to provide clearance to gravestones.
- Take down Norway Maple adjacent to specimen Oak and prune to clean Oak of all dead wood 2" in diameter and greater. Prune to raise lowest limbs to improve aesthetic.

TOTAL	\$3,120.00
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Firehouse  
Major/Capital Budget for 2018-2019

There is no capital request from the  
Firehouse for fiscal year 2018-19.

East Norwalk Library  
Building Major/Capital Budget for 2018-2019

• Sand and stain main floor	\$4,000
• Paint main floor public reading area, repair window sills, repair trims around the building and Director's Office	\$11,000
• Paint downstairs hall, including kitchen and storage areas (not bathrooms) and sheet rock backroom storage area	<u>\$10,000</u>
Total	\$25,000

	A	L	M	N	O	P
2	<b>2018-2019 Third Taxing District Budget - For Proposal to Commission</b>					
3						
4		Column L	Column M	Column N	Column O	Column P
5		2016-2017 Approved 3/2/16	2016-2017 Actual	2017-2018 Approved 3/8/16	2017-2018 Projected Actual	2018-2019 Proposed
6	<b>Sources of District Funds</b>					
7	Fund Balance - Carryover from prior years	\$62,710	\$108,858	\$86,742	\$74,878	\$3,136
8	Rental Income from Firehouse Building	\$40,314	\$40,314	\$41,523	\$41,523	\$42,769
9	Interest Income	\$210	\$283	\$325	\$325	\$325
10	Transfer from Electric Department (from available funds)	\$279,881	\$279,881	\$288,429	\$288,429	\$349,199
11	<b>Total of Funds Available to District</b>	<b>\$383,115</b>	<b>\$429,336</b>	<b>\$417,019</b>	<b>\$405,155</b>	<b>\$395,429</b>
12	<b>Uses of District Funds</b>					
13	<b>Cash Expenditures &amp; Appropriations for District Operating &amp; Capital Needs</b>					
14	Stipends (3 Commissioners @ \$3500 ea.)	\$10,500	\$10,500	\$10,500	\$10,500	\$10,500
15	Stipend (Treasurer)	\$1,800	\$1,800	\$1,800	\$1,800	\$1,800
16	Stipend (District Clerk)	\$1,800	\$1,800	\$1,800	\$1,800	\$1,800
17	Stipend (Rate Payer Representative)	\$0	\$0	\$0	\$0	\$1,800
18	Payroll Tax Expense	\$1,079	\$1,129	\$1,079	\$1,129	\$1,300
19	Parks Groundskeeping & Maintenance	\$30,000	\$27,069	\$22,000	\$23,850	\$32,000
20	Holiday Events (Christmas Tree Lighting)	\$7,000	\$6,471	\$7,500	\$6,000	\$6,500
21	Summer Concert Series - 8 Concerts	\$26,500	\$29,681	\$33,000	\$30,200	\$33,000
22	Annual Electors Meeting	\$4,500	\$12,315	\$4,600	\$7,000	\$7,000
23	Firehouse Building Expense/Maintenance	\$1,500	\$0	\$2,000	\$2,000	\$2,000
24	Firehouse Building Major/Capital	\$4,500	\$9,800	\$17,840	\$17,840	\$0
25	Library Building Expenses/Maintenance	\$7,000	\$18,260	\$7,000	\$7,000	\$8,000
26	Library Building Major/Capital	\$42,000	\$41,600	\$40,000	\$40,000	\$25,000
27	East Norwalk Historical Cemetery Expense/Maintenance	\$22,000	\$18,067	\$20,000	\$20,000	\$20,000
28	East Norwalk Historical Cemetery Major/Capital	\$2,815	\$2,255	\$2,900	\$2,900	\$3,200
29	Other District Services (Donations based on TTD Commission Policy)	\$15,000	\$6,590	\$10,000	\$10,000	\$10,000
30	Contingencies	\$30,000	\$0	\$30,000	\$30,000	\$30,000
31	<b>Sub-Total for District General Items</b>	<b>\$207,994</b>	<b>\$187,337</b>	<b>\$212,019</b>	<b>\$212,019</b>	<b>\$193,900</b>
32	<b>Appropriations on Behalf of Other Organizations</b>					
33	East Norwalk Improvement Association (for library operations)	\$167,121	\$167,121	\$190,000	\$190,000	\$185,900
34	<b>Total District Expenditures and Appropriations for Future Work</b>	<b>\$375,115</b>	<b>\$354,458</b>	<b>\$402,019</b>	<b>\$402,019</b>	<b>\$379,800</b>
35	Fund Balance at Year End	\$8,000	\$74,878	\$15,000	\$3,136	\$15,629

## DISCUSSION OF ANNUAL MEETING PROCEDURES

- Shorten the General Manager's report.
- Re-adjust the projection screens so that both the audience and Commission can easily see.
- Add a public session to the agenda. Possible title: "What's On Your Mind?" This would be an open session prior to adjournment for a maximum of 30 minutes. Any person speaking would have a maximum of 3 minutes/person to state their question and/or comment. Allowable topics would be listed on the packets. The Commission would reply to the questions/comments on an individual basis.
- Is there any other way to do the voting instead of holding up a card?
- Same microphone for Commissioner Brown as last year.

### Proposed Concert Schedule for 2018

I have scheduled 3 Tuesday nights and 5 Sunday afternoons for concerts this summer.

#### Tuesday Nights (7:00 p.m. – 9:00 p.m.)

- July 10<sup>th</sup>
- July 24<sup>th</sup>
- August 14<sup>th</sup>

#### Sunday Afternoons (5:00 p.m. – 7:00 p.m.)

- July 1<sup>st</sup>
- July 15<sup>th</sup>
- July 29<sup>th</sup>
- August 19<sup>th</sup>
- August 26<sup>th</sup>

Our Tuesday night attendance averaged 400 people per concert, and our Sunday average was 635 people. However, our first 4 Sunday concerts averaged 400 people and at our closing concert, Tim Currie's Motown Band, the attendance was 1,200 people.

I am proposing the following groups for this year, subject to their availability:

- The Fairfield Counts
- Summertime
- Tim Currie's Motown Band
- Memphis Soul Spectacular
- Pocket Full of Soul
- Billy & The Showmen
- Last Call Experience
- River of Dreams – Billy Joel Tribute Band

Other groups we can consider if we have openings because of schedule conflicts with the above groups are:

- Tracy Delucia (Country)
- Freddy Harris III (Steel Drums)
- Big Beat Oldies Band (50's Music)
- Second Company Governor's Foot Guard Band (Patriotic Songs)

Ron